



County of Los Angeles

CHIEF ADMINISTRATIVE OFFICE

713 KENNETH HAHN HALL OF ADMINISTRATION • LOS ANGELES, CALIFORNIA 90012

(213) 974-1101

<http://cao.co.la.ca.us>

DAVID E. JANSSEN

Chief Administrative Officer

October 7, 2003

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Board of Supervisors

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First District

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FIVE-YEAR OPTION TO RENEW LEASE NO. L-0459 SHERIFF'S DEPARTMENT 4322-4332 WEST 106TH STREET, LENNOX (SECOND) (3-VOTES)

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and instruct the Chairman to exercise the second five-year option to extend the current lease with Olivo Family Trust (Lessor) for surface parking consisting of 17,206 rentable square feet located at 4322-4332 West 106th Street, Lennox, to provide parking for staff at the Lennox Sheriff's station, at an annual cost of \$24,000 on a modified gross basis, whereby the Lessor pays all property taxes and the County pays all utilities and maintenance costs for improvements previously installed by the County. All expenses associated with the subject program are a net County cost (NCC).
2. Find that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to Class 1, Section r, of the Environmental Document Reporting Procedures and Guidelines adopted by your Board and Section 15062 (b) (3) of the State CEQA Guidelines.
3. Approve the project and authorize the Chief Administrative Office (CAO), and the Sheriff to implement the project.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Exercising the renewal option will allow the Sheriff to continue to meet the additional parking requirements for the Lennox Sheriff's station located at 4331 Lennox Boulevard.

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IMPLEMENTATION OF STRATEGIC PLAN GOALS

The Countywide Strategic Plan directs that we increase the safety and security of all residents in Los Angeles County. The lease of this property for Sheriff's parking supports this strategy by complying with the Strategic Asset Plan (Goal 8).

FISCAL IMPACT/FINANCING

The annual cost of this lease renewal will be \$24,000.

4322-4332 West 106th Street, Lennox	Existing Lease	Proposed Renewal
Parking Spaces Area Term Annual Rent Option to Extend Cancellation	43 spaces 17,206 square feet 09/01/95 – 10/31/03 \$24,000 One (5-year term) Anytime on 60 days prior notice	43 spaces 17,206 square feet 11/01/03 – 10/31/08 \$24,000 None Anytime on 60 days prior notice

Sufficient funding for the proposed renewal is included in the 2003-2004 Rent Expense Budget and will be charged back to the Sheriff. Sufficient appropriation is available in the 2003-2004 budget for the Sheriff to cover the projected lease costs.

The costs associated with the proposed renewal will be 100 percent net County cost.

The monthly base rent remains fixed for the term of the lease at an annual cost of \$24,000.

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FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The proposed five-year renewal option with the Olivo Family Trust provides 17,206 rentable square feet of land used for supplemental parking spaces for the Sheriff and retains the same terms and conditions as the current lease including the rental rate which remains unchanged. The lease renewal contains the following provisions:

- \$ Modified gross lease, whereby Lessor pays property taxes and the County agrees to pay all utilities during the lease term and keep in good repair and maintain at its own expense, improvements previously installed by the County.
- \$ The rentable area provides 43 parking spaces which is sufficient to meet the supplemental parking needs of the Sheriff.
- \$ A cancellation provision that allows the County the right to cancel at any time with 60 days prior written notice.

CAO Real Estate staff conducted a survey within the project area to determine the availability of comparable and more economical sites while meeting departmental goals. Staff was unable to identify any suitable sites in the surveyed area that could accommodate this requirement. Attachment B shows all County-owned or leased facilities in the proximity of those boundaries, and there are no County-owned or leased facilities available for this program.

Based upon a survey of similar properties in the specified area, staff has determined that the annual rental range for parking spaces is between \$570 and \$720 per space. Thus, the base annual rental rate of \$570 per space provided in the proposed lease represents the low end of the range of market rates.

LEGAL/NEGATIVE DECLARATION/ENVIRONMENTAL IMPACT REPORT

The CAO has made an initial study of environmental factors and has concluded that this project is exempt from CEQA pursuant to Class 1, Section r, of the Environmental Document Reporting Procedures and Guidelines adopted by the Board on November 17, 1987, and Section (b) of the State CEQA Guidelines.

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IMPACT ON CURRENT SERVICES (OR PROJECTS)

It is the finding of the CAO that the proposed exercise of the lease renewal option is in the best interests of the County and will provide the necessary parking spaces, for the immediate future. In accordance with your Board policy on the housing of any County offices or activities, the Sheriff concurs in the lease recommendation.

CONCLUSION

It is requested that the Executive Officer, Board of Supervisors return two originals of the certified copies of the Minute Order and the adopted, stamped Board letter to the CAO Real Estate Division at 222 South Hill Street, 3rd Floor, Los Angeles, CA 90012.

Respectfully submitted,

DAVID E. JANSSEN
Chief Administrative Officer

DEJ:CWW
CEM:TS:pe

Attachments (3)

c: County Counsel
Auditor-Controller
Sheriff's Department

**DEPARTMENT OF CHILDREN AND FAMILY SERVICES
4322, 4328, & 4332 WEST 106th STREET, LENNOX**

Asset Management Principles Compliance Form¹

<u>Occupancy</u>		Yes	No	N/A
A	Does lease consolidate administrative functions? ²			X
B	Does lease co-locate with other functions to better serve clients? ²			X
C	Does this lease centralize business support functions? ²			X
D	Does this lease meet the guideline of 200 sq ft of space per person? ² The lease is for 43 parking spaces which will help accommodate parking for staff and clients who conduct business at the Lennox Sheriff's facility.			X
2. <u>Capital</u>				
A	Should program be in leased space to maximize State/Federal funding?		X	
B	If not, is this a long term County program?	X		
C	Is it a net County cost (NCC) program	X		
D	If yes to 2 B or C; capital lease or operating lease with an option to buy?		X	
E	If no, are there any suitable County-owned facilities available?		X	
F	If yes, why is lease being recommended over occupancy in County-owned space?			X
G	Is Building Description Report attached as Attachment B?	X		
H	Was build-to-suit or capital project considered? Lessor would not sell property. County leased and improved vacant lot to accommodate parking requirement.		X	
3. <u>Portfolio Management</u>				
A	Did department utilize CAO Space Request Evaluation (SRE)?	X		
B	Was the space need justified?	X		
C	If a renewal lease, was co-location with other County departments considered? Parking need is specific to this facility. No other co-location opportunities exist in the immediate area.		X	
D	Why was this program not co-located?			
	1. ___ The program clientele requires a "stand alone" parking area.			
	2. <u>X</u> No suitable County occupied properties in project area.			
	3. <u>x</u> No County-owned facilities available for the project.			
	4. ___ Could not get City clearance or approval.			
	5. ___ The Program is being co-located.			
E	Is lease a full service lease? ² Lessor refused to provide a full service lease. Lessor pays all property taxes and the lessee pays all utilities and maintenance.		X	
F	Has growth projection been considered in space request?		X	
G	Has the Dept. of Public Works completed seismic review/approval?			X
¹ As approved by the Board of Supervisors 11/17/98				

²If not, why not? **Open surface parking area with no structural edifice.**

WITHIN THREE (3) MILE RADIUS OF LENNOX SHERIFF FACILITY

LACO	FACILITY NAME	ADDRESS	Gross	NET
A082	SHERIFF-LADERA CENTER SUB-STATION		3400	3400
F224	PW FLOOD-83RD ST YARD OFFICE	5520 W 83RD ST, WESTCHESTER	1920	1824
0012	PW ROAD-MAINT DISTRICT 3 OFFICE	5530 W 83RD ST, WESTCHESTER	1400	1260
0011	PW ROAD-DIV #233/333/433 YARD SHOP	5530 W 83RD ST, WESTCHESTER	8050	7245
0010	PW ROAD-DIV #233/333/433 YARD SHOP	5530 W 83RD ST, WESTCHESTER	6900	6210
F678	PW FLOOD-83RD ST MAINTENANCE YARD	5520 W 83RD ST, WESTCHESTER	69364	0
Y335	PW ROAD-DIV #233/333/433 MAINTENANCE YARD	5530 W 83RD ST, WESTCHESTER	19736	18456
0015	PW ROAD-DIV #233/333/433 YARD OFFICE	5530 W 83RD ST, WESTCHESTER	1700	1530
0014	PW ROAD-DIV #233/333/433 OFFICE/ GARAGE	5530 W 83RD ST, WESTCHESTER	5500	4950
0013	PW ROAD-DIV #233/333/433 YARD OFFICE	5530 W 83RD ST, WESTCHESTER	2400	2160
A240	DCSS-AIRPORT/VENICE ADULT PROTECTIVE SERVICES	5757 W CENTURY BLVD	1792	1702
A061	DCFS-REGION VI CENTURY SERVICES OFFICE	5767 W CENTURY BLVD BUILDING 2,	27000	20955
L009	PARKING (AG COMM/MTS & MEAS-LAX OFFICE)	5600 W CENTURY BLVD	9450	0
A378	DPSS-AIRPORT/WESTSIDE GAIN REGION I OFFICE	5200 W CENTURY BLVD, WESTCHESTER	50147	47640
L807	PKG STRUCT(LOS ANGELES AIRPORT CRTHSE-LOT 94)	11701 S LA CIENEGA BLVD	116541	350
X301	LOS ANGELES AIRPORT COURTHOUSE	11701 S LA CIENEGA BLVD	292000	151981
6330	INGLEWOOD COURTHOUSE	ONE E REGENT ST, INGLEWOOD	210648	82279
B451	PARKING GARAGE (INGLEWOOD COURTHOUSE-EAST)	ONE E REGENT ST, INGLEWOOD	182611	307
A488	FIRE STATION 171	141 W REGENT ST, INGLEWOOD	4000	3600
5933	DHS-CURTIS TUCKER PUBLIC HEALTH CENTER	123 W MANCHESTER BLVD, INGLEWOOD	28734	16828
3394	INGLEWOOD JUVENILE COURTHOUSE	110 E REGENT ST, INGLEWOOD	21539	12024
B452	PARKING GARAGE (INGLEWOOD COURTHOUSE-WEST)	ONE E REGENT ST, INGLEWOOD	148270	909
2527	LENNOX-DIRECTOR'S OFFICE/ COMFORT STATION	10828 S CONDON AVE, LENNOX	623	249
4459	LENNOX-SENIOR CITIZENS BUILDING	10828 S CONDON AVE, LENNOX	1357	1194
3509	FIRE STATION 18	4518 LENNOX BLVD, LENNOX 90304	3300	2805
0316	PUBLIC LIBRARY-LENNOX LIBRARY	4359 LENNOX BLVD, LENNOX 90304	4657	3679
0321	SHERIFF-LENNOX STATION ANNEX (B)	4353 LENNOX BLVD, LENNOX 90304	3369	2201
0320	SHERIFF-LENNOX DETENTION UNIT	4354 LENNOX BLVD, LENNOX 90304	8160	6134
A338	DCFS-REGION VI HAWTHORNE SERVICES OFFICE	4355 LENNOX BLVD, LENNOX 90304	31832	27057
A269	PARKING LOT (SHERIFF-LENNOX STATION)	4356 LENNOX BLVD, LENNOX 90304	17200	0
0317	SHERIFF-LENNOX STATION	4357 LENNOX BLVD, LENNOX 90304	8709	4892
0318	SHERIFF-LENNOX STATION ANNEX (A)	4358 LENNOX BLVD, LENNOX 90304	1743	1509
0319	SHERIFF-LENNOX MAINTENANCE BUILDING	4359 LENNOX BLVD, LENNOX 90304	1244	692
L018	PARKING LOT (DPSS-SOUTHWEST FAMILY DISTRICT)	4361 LENNOX BLVD, LENNOX 90304	25200	0
B520	DPSS-SOUTHWEST FAMILY WS DISTRICT OFFICE	4362 LENNOX BLVD, LENNOX 90304	40000	27898
A490	FIRE STATION 173	4363 LENNOX BLVD, LENNOX 90304	2000	1800
A487	FIRE STATION 170	4364 LENNOX BLVD, LENNOX 90304	2000	1800
4824	MAGGIE HATHAWAY GC-SNACKBAR	4365 LENNOX BLVD, LENNOX 90304	660	355
4218	OWENS-BATHHOUSE/ LOCKER ROOM	4376 LENNOX BLVD, LENNOX 90304	22383	17864
3846	OWENS-GYMNASIUM	4377 LENNOX BLVD, LENNOX 90304	20282	14633
5374	PUBLIC LIBRARY-WOODCREST LIBRARY	4381 LENNOX BLVD, LENNOX 90304	7254	5895
F387	PW FLOOD-EL SEGUNDO YARD OFFICE	4384 LENNOX BLVD, LENNOX 90304	1600	1440
F660	PW FLOOD-EL SEGUNDO YARD	4385 LENNOX BLVD, LENNOX 90304	2800	2416
F426	PW FLOOD-EL SEGUNDO YARD WAREHOUSE	4386 LENNOX BLVD, LENNOX 90304	1900	1710
L056	PARKING(CHILD SUPPORT SERVICES-DIV IV HDQTRS)	4387 LENNOX BLVD, LENNOX 90304	10500	0
A098	CHILD SUPPORT SERVICES-DIVISION IV HDQUARTERS	4388 LENNOX BLVD, LENNOX 90304	47576	32444
4570	DEL AIRE-RECREATION BUILDING	4389 LENNOX BLVD, LENNOX 90304	2636	1682
B320	PUBLIC LIBRARY-WISEBURN LIBRARY	4390 LENNOX BLVD, LENNOX 90304	5088	4331
A394	FIRE STATION 160	4391 LENNOX BLVD, LENNOX 90304	2000	1600
A551	DPSS-HAWTHORNE WFP&I/HSS REGIONAL OFFICES	4392 LENNOX BLVD, LENNOX 90304	132996	106397
4704	PUBLIC LIBRARY-HAWTHORNE LIBRARY	4394 LENNOX BLVD, LENNOX 90304	16949	16174
A395	FIRE STATION 161	4395 LENNOX BLVD, LENNOX 90304	3000	2500

NOTICE OF EXERCISE OF OPTION PURSUANT
TO LEASE NO. L-0459
SHERIFF'S DEPARTMENT
4322, 4328, & 4332 WEST 106TH STREET, LENNOX

TO: OLIVO FAMILY TRUST ("Lessor")

FROM: COUNTY OF LOS ANGELES, A BODY POLITIC and CORPORATE
("LESSEE")

DATE: OCTOBER 15, 2003

PLACE: LOS ANGELES, CA

RECITALS

A. Lessor and Lessee are the parties to a lease dated September 1, 1995 (the "Lease"), for certain premises described therein (the "Premises") located at 4322, 4328, & 4332 West 106TH Street, Lennox, (the "lots"). As confirmed in the Memorandum of Acceptance of the Premises and Commencement Date, dated September 15, 1995, the term of the Lease commenced October 1, 1995 and will expire on October 31, 2003.

B. Lessee has previously exercised its first five-year option dated September 29, 1998, by Board of Supervisors approval, to continue the lease through October 31, 2003.

C. Lessee now wishes to exercise its final Option to extend the term an additional five years by giving notice of such exercise to Lessor, in accordance with Paragraph 2 of Lease No. L-0459.

Therefore, Lessee hereby notifies Lessor as follows:

1. Lessee hereby exercises Lessee's Option to extend the term of the Lease on the terms and conditions regarding the Option set forth in Lease No. L-0459. In compliance with Paragraph 2 of Lease No. L-0459, Lessee is enclosing with this notice evidence of the final approval by Los Angeles County Board of Supervisors of their exercise of Lessee's Option.

IN WITNESS WHEREOF, Lessee has executed this Notice of Exercise of Option pursuant to Lease No. L-0459 or caused it to be duly executed, and the County of Los Angeles by order of its Board of Supervisors, has caused this Notice to be executed on its behalf by the Chair of said Board and attested by the Clerk thereof the day, month, and year first above written.

ATTESTED:

VIOLET VARONA-LUKENS
Executive Officer-Clerk
of the Board of Supervisors

By _____
Deputy

LESSEE

COUNTY OF LOS ANGELES

By _____
Chair, Board of Supervisors

APPROVED AS TO FORM:

LLOYD W. PELLMAN
County Counsel

By _____
Deputy